



City of Beloit, Wisconsin

REQUEST FOR PROPOSALS

RFP #2023-01

Western Hills Subdivision Build-Out

The City of Beloit, Wisconsin will be receiving proposals for the above noted project until 4:30 PM on April 10, 2023. Proposals must be submitted in electronic format (email/pdf or flash drive preferred) with five (5) printed hard copies mailed or delivered to:

City of Beloit
Drew Pennington, Economic Development Director
100 State Street
Beloit, WI 53511
Email: penningtond@beloitwi.gov

The City reserves the right to reject any and all proposals not judged to be in the best interest of the City.

Jerry Gabrielatos
City Manager



REQUEST FOR PROPOSALS
Western Hills Subdivision Build-Out
RFP #2023-01

Date of Request: March 10, 2023

Project Title: Western Hills Subdivision Build-Out

Submittal Due: 4:30 PM Local Time, April 10, 2023. There will not be a public opening for this RFP.

Late Proposals: Any proposal received by the City of Beloit after the exact time and date specified will not be considered.

Submittal Format: Five (5) Paper Copies and One (1) Electronic File (email/pdf or flash drive preferred) of the proposal are to be submitted for evaluation by the City.

Submit to: City of Beloit
Attn: Drew Pennington, Economic Development Director
100 State Street
Beloit, WI 53511
penningtond@beloitwi.gov

Withdrawal: Proposals may be withdrawn by written notice received at any time prior to the proposal closing date and time. Proposals may also be withdrawn in person by an officer or by a representative of the firm, provided that the representative signs a receipt for return of the proposal.



INTRODUCTION

PROJECT SUMMARY

The City of Beloit seeks competitive development proposals from qualified residential developers to purchase and develop residential dwellings on the undeveloped lots in the Western Hills Subdivision on the northwest side of the City. The City recently acquired eight (8) parcels of land of various sizes totaling 6.14 acres from Rock County consisting of up to twenty-two (22) buildable lots that are already served with water and sewer mains as summarized below. The City has paid off any remaining special assessments and charges associated with the parcels in question.

The City is seeking one or more developers to purchase and develop the subject parcels as a new residential neighborhood in an effort to increase the availability of housing in the City. According to a 2022 Housing Demand Analysis commissioned by the Greater Beloit Economic Development Corporation, there is demand for 1,250 new housing units in the Beloit area over the next five years, including 400 single-family homes.

Parcel Address	Legal Description	Buildable Lots	Parcel Size in Acres
2096 Christilla Dr.	Lot 61	1	0.33
2116 Christilla Dr.	Lot 58-59	2	0.52
2134 Christilla Dr.	Lots 54-57	4	1.05
2127 Christilla Dr.	Lots 66-69	4	1.2
2250 Trevino Ct	Lots 70-76	7	1.76
2270 Trevino Ct	Lots 52-53	2	0.5
2115 Christilla Dr.	Lot 65	1	0.39
2102 Christilla Dr.	Lot 60	1	0.39

DEVELOPMENT PROJECT GOALS

The City's goals for this development site include the following:

1. To encourage the production of residential dwellings that will be constructed immediately following acquisition and ready for purchase/occupancy within one (1) year of closing;
2. To grow the City's residential property tax base; and
3. To better utilize existing City infrastructure.

TENTATIVE PROJECT SCHEDULE

RFP Release Date	March 10, 2023
Proposals Due	April 10, 2023
Evaluation Period by Review Committee	April 11-21, 2023

Interviews – If Required	April 24-28, 2023
Selection by Review Committee	On or before May 5, 2023
Negotiate Sales Contract/Lease and Development Agreement	May 8-19, 2023
Beloit City Council approves Sales Contract and Development Agreement	June 5-19, 2023

PROPERTY DESCRIPTION

As shown above, the City owns eight (8) parcels of land totaling 6.14 acres consisting of up to twenty-two (22) buildable lots of various sizes in the partially completed Western Hills neighborhood as shown on the attached Location Map. The lots are served by asphalt street, concrete curb & gutter, streetlights, and water & sewer laterals. Some lots are served by concrete public sidewalk. The buildable lots are of various sizes, but are generally 0.25 to 0.5 acres in size. The attached subdivision plat of Western Hills shows the exact parcel dimensions for the individually platted lots.

What You Should Know/Key Points

All of the subject parcels are zoned R-1A, Single-Family Residential District, which permits single-family dwellings by-right. Interested buyers/developers should contact the City of Beloit Planning & Building Services office at 608-364-6700 for detailed information on development standards and plan review processes. The subject parcels are located in the School District of Beloit in the Converse Elementary School attendance zone for 2022-2023.

The City is open to consideration of proposals to build detached dwellings or attached dwellings (e.g. townhouses, rowhouses, etc.) The City will include a repurchase right that require that construction on the dwellings must be completed by the end of 2024 and a right of first refusal in favor of the City in order to protect the City's interest in development of this site. The City will not pay any commission to brokers working on behalf of buyers. Interested developers are hereby advised that single-family attached dwellings, duplexes, and multifamily dwellings may require a Zoning Map Amendment and should adjust their timeline accordingly.

The City is open to proposals to purchase all or some of the lots in their current parcel configuration or a new configuration. The eight parcels may be sold to one buyer/developer or multiple buyers/developers that are qualified and meet the overall project goals above.

Property Ownership

The property is owned by the City of Beloit. Each proposal shall include an Offer to Purchase, draft purchase and sale agreement, or a term sheet outlining all terms of the prospective offer. The Beloit City Council is the final approving authority for a conveyance document, development agreement, economic incentives, and/or land use approvals.

PURCHASE PRICE

Offers to purchase a property(ies) will be considered for as little as \$7,500 per buildable lot if the proposal substantiality meets the City's project goals. Preference will be given to residential housing developers with a track record of successful home construction. The parcels may be sold to one or more qualified developers or buyers that meet the project goals.

PROPOSAL FORMAT AND REQUIREMENTS

Proposals that do not address the items listed in this Request for Proposals may be considered incomplete and may be deemed non-responsive by the City at its sole discretion. It is the responsibility of the organizations submitting proposals to determine the actual efforts required to complete the project. Interested entities should submit a proposal that includes the following:

- 1) Cover Letter: A cover letter indicating your interest in the project and identifying why the firm or organization is uniquely qualified for this project.
- 2) Description: A brief description of the firm or organization including its structure, capabilities, length of time in business, and experience with similar projects. Provide the name, address, phone number and email address of the key contact person. Also identify key personnel and/or partners involved in the proposal.
- 3) Experience: Provide information about relevant completed development projects undertaken with concentration on those comparable in scale, nature, process and function to this project. Provide the name, email address, and phone number of at least two references.
- 4) Project Details: Provide a brief narrative describing what is proposed for construction in terms of land use type and density. Include estimated timetable for construction and phasing plan if applicable. Explain how the proposed project will achieve the desired project goals. Include approximate development costs anticipated to complete the project.
- 5) Offer to Purchase: An Offer to Purchase, draft purchase and sale agreement, or a term sheet outlining all terms of the prospective offer. The Offer and all submittals shall clarify exactly which parcels are being proposed for purchase by address and parcel number.
- 6) Budget: An overall budget for the construction of a typical home and the targeted listing price and/or monthly rental amount.
- 7) Disclosure: Disclose whether other City incentives will be sought to subsidize construction.

EVALUATION AND SELECTION PROCESS

The City's RFP Selection Committee will evaluate proposals and make a recommendation to the Beloit City Council for award based on a variety of factors, such as:

- Overall development quality proposed and satisfaction of goals for the project area
- Extent to which proposed development maximizes the use of the site and provides for taxable value
- Qualifications, experience and capacity of the firm and key personnel
- Demonstrated relevant experience in similar development projects and positive references
- Estimated level of investment and financial capability of developer
- Anticipated project timeframe for completion/phasing

The City's RFP Selection Committee will evaluate the proposals received and may conduct any desired interviews. The RFP Selection Committee will then recommend one or more proposals and negotiate sales contract for City Council's consideration. If interviews are desired by the RFP Selection Committee, firms will be given ample time to prepare.

RIGHTS RESERVED BY THE CITY

This Request for Proposals does not commit the City to enter into a contract, nor does it obligate the City to pay for any costs incurred in preparation and submission of proposals in anticipation of a contract.

The City reserves the right to:

- Make the selection based on its sole discretion
- Reject any and all proposals wholly or partially without prejudice
- Issue subsequent Requests for Proposal
- Postpone opening for its own convenience
- Remedy technical errors in the Request for Proposal process
- Approve or disapprove the use of particular sub-consultants
- Negotiate with any, all, or none of the Proposers
- Solicit best and final offers from all or some of the Proposers
- Waive informalities and irregularities in the proposal
- Request clarification of the information submitted
- Request additional information including financial commitments/letters

INQUIRIES

Questions regarding this RFP must be in writing and sent via e-mail to penningtond@beloitwi.gov up to five (5) days before the proposal is due. After this date questions involving the content or intent of the proposal will not be answered. All questions will be responded to in writing, provided to all parties requesting an RFP for which the City has contact information, and treated as an addendum to the proposal packet.

No other employee or representative of the City of Beloit not identified in this RFP is authorized to interpret any portion of this RFP or give information as the requirements of this RFP in addition to that contained in or as amended by this written RFP document. Proposers are instructed not to contact any other city department or employee regarding this RFP. Any unauthorized contact regarding this RFP to any city employee or official may be cause for rejection of proposals, at the sole discretion of the City.

PROPOSER RESPONSIBILITY

Interested proposers have the responsibility of understanding what is required by this solicitation. The City shall not be held responsible for any firm's lack of understanding. This solicitation contains a brief description of the project site. The City makes no representations as to the conditions of the project site and no employee or any other representative of the City has authority to make any oral or written representations as to the conditions of the project site. Proposers are responsible to assure delivery prior to the deadline. Do not assume that a guarantee by a mailing service will ensure that the proposal is received by the deadline.

CONTRACT

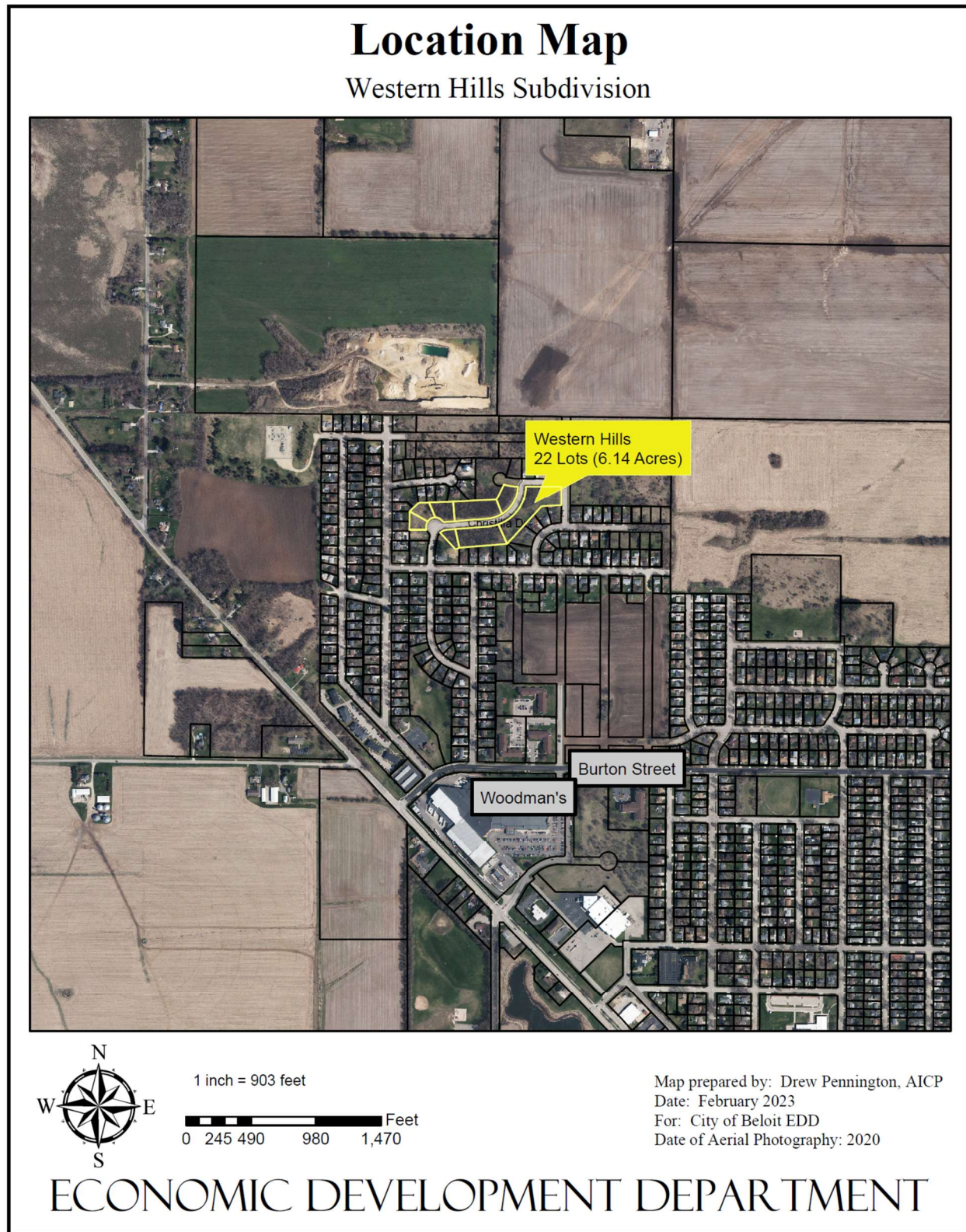
No contract shall be in effect until the City of Beloit executes a signed purchase & sales agreement for the conveyance of property.

APPENDIX INDEX

A. Project Location Map

B. Subdivision Plat

APPENDIX A



APPENDIX B Subdivision Plat

